FINANCIAL DEPARTMENT.

OFFICE OF THE COMPTROLLER, MYSORE GOVERNMENT.

No. CIR. 2106—T. A. D. I., DATED 24TH NOVEMBER 1908.

From—J. S. Chakravarti, Esq., M.A., F.R.A.S., etc., Comptroller, Mysore Government.

To—The Deputy Commissioner, Treasury Department, Shimoga District, and to all Disbursing Officers in that District.

The Government having in their Proceedings No. R. 3090-3127—Agri. 31-08-9, dated 20th November 1908, sanctioned grain compensation allowance for a period of three months in the first instance at the rates noted in the margin to all wholetime officials on Civil Establishments, whose pay does not exceed Rs. 20 per mensem, in the Shimoga District, the undersigned has the honour to authorise disbursement of the same. The first allowance to be drawn will be for the month of November 1908, due in December 1908.

1. To officials drawing a pay exceeding Rs. 15 but not exceeding Rs. 20 per mensem Rs. 2 per month.
2. To officials drawing a pay not exceeding Rs. 15 per mensem Re. 1 per month.
3. When the pay is less than Rs. 5 per mensem, the extra allowance will be increased, so as to bring up the aggregate pay and allowance to Rs. 6 per month.

2. The allowance should be claimed on establishment bills together with the salaries of the officers concerned. The allowance for November 1908 only may however be claimed on supplementary bills. The following instructions should be borne in mind in preparing establishment bills:—

(1) An additional red ink figure showing the grain compensation allowance drawn, should be entered against each official and menial, entitled to the allowance, just below his pay in the column "Pay, acting and leave allowance claimed."

(2) When pay, acting or leave allowance of any official or menial is held over for future payment, the amount of grain compensation allowance so held over should be entered in red ink below the pay and other allowances held over.

(3) In the column "net charge for each section," the ordinary net charge should be entered in black ink and the grain compensation net charge in red ink.

(4) In making the grand total of the bill, the total amount of pay, allowances, etc., required for payment, excluding grain compensation allowance should be entered in black ink, the total amount of grain compensation required should be entered in red ink, and the grand total then struck.

(5) When the allowance is drawn for an individual for a broken period, the rate and number of days should always be stated.

3. The allowance is admissible to men who are officiating, or in temporary employment, if they are drawing rates of salary which have been fixed with reference to normal circumstances. It is also admissible to pieceworkers in the Government Press, who work all the month through and for not less time each day than an average wholetime servant. But the allowance is not admissible to men absent on leave; or under suspension, nor to part-time servants who are only engaged by Government for specific duties, which do not prevent their earning money in other ways. In the cases of men drawing overtime allowances, such allowances will be taken into account in determining their pay for the purposes of this rule. The monthly bill should be supported by a certificate to the effect that the men for whom allowances are claimed under this order have not been absent on leave, or under suspension, and that the allowances have been claimed for wholetime servants only.

4. The term "Pay" should be interpreted to mean total emoluments received from Government, or partly from Government and partly from funds under the control of Government, and should include not only pay proper, as defined in the Mysore Service Regulations, but also, all other forms of remuneration such as acting, charge, local and malnad allowances, overtime allowances, fees and in the case of re-employed pensioners, pensions.

5. As it is important that the total amount drawn in the Province, on account of grain allowance, should be separately and clearly recorded in the audit office, and as the audit office can do so only if the instructions given in para 2 are observed, Treasury Officers are authorised to insist on bills being prepared in accordance with the above instructions.

CIR. No. 2107—910, DATED 24—25TH NOVEMBER 1908.

Addendum and Corrigendum to Comptroller's Circular No. 2104—Gr. I. 831, dated 11th November 1908.

For para 4 substitute the following:—

4. The term "Pay" should be interpreted to mean total emoluments received from Government, or partly from Government and partly from funds under the control of Government, and should include not only pay proper, as defined in the Mysore Service Regulations, but also all other forms of remuneration such as acting, charge, local and malnad allowances, overtime allowances, fees and in the case of re-employed pensioners, pensions.

J. S. CHAKRAVARTI,
Comptroller.